

Item # \_\_\_\_\_

Moved by: \_\_\_\_\_

Prepared by: Mattie Harris

Seconded by: \_\_\_\_\_

Approved by: \_\_\_\_\_

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A RESOLUTION APPROVING A CONTRACT IN THE AMOUNT OF \$542,708 WITH SOUTHWEST TENNESSEE COMMUNITY COLLEGE, FOR THE PROVISION OF EARLY HEAD START SERVICES. THIS ITEM REQUIRES EXPENDITURE OF FEDERAL GRANT FUNDS IN THE AMOUNT OF \$542,708. SPONSORED BY COMMISSIONER EDITH ANN MOORE.

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**WHEREAS**, Shelby County is in need of administrative and programmatic Early Head Start services for infants and toddlers ages 0-3 years; and

**WHEREAS**, Shelby County desires to enter into the attached contract with The Southwest Tennessee Community College for the aforementioned services commencing May 1, 2010 and continuing through September 30, 2011 in the amount of \$542,708.00 plus any cost of living or other allocations for the period May 1, 2010 through September 30, 2011; and

**WHEREAS**, funds in the amount of \$119,985.00 are available in the Fiscal Year 2010 Operating Budget Account Number 764-480360-6685; and

**WHEREAS**, the remaining contract balance in the amount of \$422,723.00, will be budgeted in the Fiscal Year 2011 and 2012 Operating Budgets, and is subject to the annual appropriation and approval of funds for said fiscal years.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SHELBY COUNTY, TENNESSEE**, That the contract between Shelby County Government and Southwest Tennessee Community College for the administration of the Early Head Start Program for the above referenced services is hereby approved.

**BE IT FURTHER RESOLVED**, That Southwest Tennessee Community College is authorized to incur costs only to the extent that purchase orders have been issued by the County, and the Purchasing Department is hereby authorized to issue a purchase order or purchase orders pursuant to said contract, in an amount not to exceed \$542,708.00, plus any approved cost of living or other allocations, provided that said funds have been awarded by the federal government and appropriated by the Board of Commissioners.

**BE IT FURTHER RESOLVED**, That funds in the amount of \$119,985.00 are hereby appropriated from account number 764-480360-6685, Outside Contracts.

**BE IT FURTHER RESOLVED,** That said contract provides the option to renew for additional one-year periods. Said renewals are hereby approved subject to the annual appropriation of funds for each renewal term's corresponding Fiscal Operating Year by Shelby County Government. In the event sufficient funds for said renewals are not appropriated by the Board of Commissioners for the fiscal periods relating to any new renewal term, then the contract will be terminated.

**BE IT FURTHER RESOLVED,** That the County Mayor is hereby authorized to execute the heretofore referenced contract on behalf of Shelby County Government, an executed copy of which is to be placed on file in the Contracts Administration Department.

**BE IT FURTHER RESOLVED,** That the County Mayor and the Director of Administration and Finance are authorized to issue their warrant or warrants to the extent of the appropriations made in this resolution and to take proper credit in their accounting therefor.

\_\_\_\_\_  
Joe Ford, Interim Mayor

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Clerk of County Commission

ADOPTED: \_\_\_\_\_

## **SUMMARY**

### **I. Description of Services**

This resolution approves the services contract between Shelby County Government and Southwest Community College for administrative and programmatic services to 24 infants and toddlers ages 0-3. The Early Head Start Program is new to Shelby County Government and was competitively awarded to Shelby County Government based on the excellent performance of the existing Head Start Program. The Early Head Start Program is scheduled to start operations June 14, 2010.

### **II. Sources and Amount of Funding**

#### **A. Amount Expended/Budget line Item**

Funding in the amount of \$542,708.00 from the Department of Health and Human Services, Administration for Children and Families.

Budget Line Item – Early Head Start Operations and Maintenance  
Account 764-480360-6685.

#### **B. All Costs (Direct/Indirect)**

Grant Fund Reimbursement of \$542,708.00

Federal	\$542,708.00
Match	<u>\$135,677.00</u>
Total	\$678,385.00

**Additional or Subsequent Obligations or Expenses of  
Shelby County**

N/A

**III. Contract Items**

- A. Type of Contract – Early Head Start Services Contract
- B. Terms – Southwest Tennessee Community College to provide services as stated above for the period May 1, 2010-September 30, 2011. Shelby County to provide Early Head Start grant funds of \$542,708.00. Southwest Tennessee Community College to provide matching funds of \$135,677.00.

**IV. Additional Information Relevant to Approval of this Item**

Administration recommends approval of this Resolution.